

	Agency Name	Office of Family Support (OFS)		
	Chapter No./Name	09 – Support Enforcement Services (SES)		
	Part No./Name	X. Louisiana Automated Support Enforcement System (LASES) User Guide		
	Section No./Name	X-800 Introduction to Locate		
	Document No./Name	X-830 Locate Tracking		
	Dates	Issue	November 06, 1997	Effective

LASES automatically tracks all cases placed in the Locate function to ensure compliance with Federal timeframes.

LASES begins tracking (known as the 'Locate tracking start date') on the date the case is placed in the Locate function.

A case has 75 days from the Locate tracking start date to meet Federal compliance criteria. LASES documents whether timeframes were met on CALO, Type L.

LASES considers the Federal compliance criteria to be met if one of the following conditions occurs:

- The case has moved out of the Locate function.
- The case has been submitted to all appropriate locate sources, including the Federal Parent Locator System (FPLS) (if enough demographic information is available). Refer to Chapter 9 Policy ******* I-410 for FPLS referral criteria.
- The case is placed in closed status.

If the compliance criteria is not met, LASES automatically sends the following reminders:

- 60 days after the Locate tracking start date, LASES sends a tickler to the user assigned to the case.
- 75 days after the Locate tracking start date, LASES sends a tickler to the user assigned to the case and to the user's supervisor.